

Do not complete this PDF. It is only for reference. The online survey will show the necessary questions to your district.

Please Note: this document shows the entire District Personnel Survey, which includes questions that are dynamically shown on-screen based on a district's enrollment or answers to a previous question. You will not see every item shown here in the online survey.

TASB District Personnel Survey 2025-2026

If another person in [contact('organization')] should complete this survey, please forward the email to the correct person.

This survey covers benchmarks for teacher pay as well as a variety of other school job benchmarks common across Texas school districts.

Click here to access the sample survey, survey assistance file, and FAQs.

- The sample survey allows you to see all included benchmarks and data fields in order to prepare summary reports from your system.
- The survey assistance file is a handy Excel reference that includes job descriptions as well as some conversion/calculation tools.
- The FAQs cover common questions we receive about our surveys.

Helpful information as you begin the survey:

- You may leave the survey after a completed page and resume using the link from your email.
- A red asterisk * appears on questions that are required.
- Some items may show a follow-up question asking you to review then either update or confirm a value. Our aim is to reduce follow-up questions during the survey checking process.
- Once the survey has been submitted, a copy of your survey responses will be sent to the e-mail address entered on the next page.

Questions? Contact one of our analysts at salary.survey@tasb.org or 800.580.7782

You are completing a survey for:

- **District Name:** [contact('organization')]
- **County-District Number:** [invite('custom 1')]
- **ESC Region:** [invite('custom 2')]

This information comes from our database of Texas districts. If you have a question about this information, please contact us at salary.survey@tasb.org.

Contact information for person completing survey

Information will be used to follow up on any data questions during the validation process.

Name *

Email Address *

Job title/Department

Phone
number

Student enrollment as of September 1, 2025 *

Enrollment value has been prefilled based on the spring (2025) TEA data. The TEA data includes virtual students in the enrollment count, but for the purpose of this survey please make edits to include in-person students ONLY. (Do not include students participating in a full-time virtual program as defined in Texas Education Code (TEC) § 30B.001)

Please **do not** enter "1" as a placeholder; you may miss benchmarks that are relevant to your district's size. You can round or leave the TEA value if you are not sure at this time.

Does [contact('organization')] have a virtual student program? *

- ☐ Yes
- ☐ No

Total student enrollment, including in-person enrollment and students enrolled in a full-time virtual program *

Employee count as of September 1, 2025 *

Spring TEA value has been pre-filled. Update as needed.

Do not include temporary or student employees. Only include substitutes if they are regular employees (e.g., floating subs).

The responding school districts grants TASB a perpetual, nonexclusive, royalty-free license to copy, modify, and use any information and data obtained from this survey so that TASB may create analytical trend data and to improve the quality of TASB's services to its members, clients, and constituents, as well as to carry out TASB's legitimate business purposes, including the creation of statistical studies and compilations. Such studies and compilations may be shared with third parties, such as the Texas Education Agency, the Texas Legislature, and media.

Section Navigator

District:

Click here to access the sample survey, survey assistance file, and FAQs.

- The survey assistance file is a handy Excel reference that includes job descriptions, PEIMS job codes, as well as some conversion/calculation tools.
- The sample survey allows you to see all included benchmarks and data fields in order to prepare summary reports from your system.
- The FAQs cover common questions we receive about our surveys.

If another person in [contact('organization')] should complete this survey, please forward the email to the correct person.

General guidelines:

- A red asterisk * indicates that field requires input.
- If your district has **no** benchmark jobs in a section, answer that you are "finished" at the end of the section, then click "Next" on that page.
- If you have a comment, such as the level of position or job title used in your district, please use the comment box at the end of each section.
- Report full-time positions only, unless otherwise indicated. A few jobs allow reporting of part-time incumbents, and they will be noted in the survey where applicable (bus driver, bus monitor, child nutrition worker, and crossing guard).

About benchmarks:

- Your district may not have all benchmarks shown, and not every job in your district will have a benchmark match here.
- Benchmark job titles may be different than district titles, so please read the brief job description to determine appropriate job match.
- We may survey some positions as hourly that are paid as salaried in your district (or vice versa). If the job matches our description, please convert rates to report it.
- **Additional benchmark instructions and samples are included in the Introduction & Leadership section below and can be found in the assistance file here.**

Teachers

General guidelines:

- A red asterisk * indicates that field requires input.
- Your district may not have all teaching stipends or incentives shown.
- **Do not** include extra days or stipends in the teacher salaries on this page.

General

Number of full-time teachers *

Duty days in standard calendar (e.g., 187) *

Actual Average Base Salary
(for duty days entered above; no stipends) *

[Hover for more information](#)

Teacher Hiring Schedule

Please report the base salaries from your new hire teacher schedule, for Bachelor's degree teachers working standard duty days.

If your district uses an open range for teachers, please enter the range minimum as '0 years' and the range maximum as 'highest salary on schedule'.

Average amounts by year may be entered for 5 through 20.

0 Years (\$) *

5 Years (\$)

10 Years (\$)

15 Years (\$)

20 Years (\$)

Highest Salary on Schedule *

(for new hire with Bachelor's,
working standard days)

Highest year on schedule for placement of new hires (e.g., 20, 25, 30)

Submitting a copy of the district's teacher hiring schedule and stipend information can reduce the number of follow-up questions we need to ask once your survey is complete.

Upload the file here if available. If your file is larger than 1 MB, please try submitting only the teacher schedule.

Teacher Stipends

- Include annual stipends paid to classroom teachers. Do not include stipends paid to classroom aides/instructional assistants, counselors, or other district staff.
- Leave **blank** for any stipends the district does not currently pay.
- If stipends vary for an assignment, please enter the most common value.

Teaching Fields

Leave **blank** for any stipends the district does not currently pay.

Amounts

Special Education - General

ESL - General

Special Education - High Needs
(describe)

ESL - Dual Language Program

Foreign Language

Secondary Mathematics

Bilingual Education

Secondary Science

Teacher Incentives

Leave **blank** for any stipends the district does not currently pay.

Amounts

| | | | |
|----------------------|----------------------------------|----------------------|---------------------------------|
| <input type="text"/> | Master's Degree - General | <input type="text"/> | National Board Certification |
| <input type="text"/> | Master's Degree - Subject-Area | <input type="text"/> | Teaching Performance (describe) |
| <input type="text"/> | Hard-to-Staff Campus Stipend | <input type="text"/> | Other (describe) |
| <input type="text"/> | Teacher Signing Bonus (describe) | | |

Teacher Leadership Roles

Leave **blank** for any stipends the district does not currently pay.

Amounts

| | |
|----------------------|---|
| <input type="text"/> | Dept Chair/Grade Leader - High School |
| <input type="text"/> | Dept Chair/Grade Leader - Middle School |
| <input type="text"/> | Dept Chair/Grade Leader - Elementary School |
| <input type="text"/> | Mentor Teacher |

Teacher Substitute Daily Rates

If the same rate is paid for multiple types of substitute, enter amount on each line.

Include only **teacher** substitute rates.

| | |
|----------------------|----------------------------------|
| <input type="text"/> | Non-Degreed |
| <input type="text"/> | Short-term Degreed/Non-certified |
| <input type="text"/> | Short-term Certified |
| <input type="text"/> | Long-term Degreed/Non-certified |
| <input type="text"/> | Long-term Certified |

Other Teacher Questions

How are the following positions paid in your district?

| | Teacher Hiring Schedule by Experience | Other Schedule by Experience | Pay Range with Minimum and Maximum | No Set Structure | N/A don't have position |
|---|---------------------------------------|------------------------------|------------------------------------|-----------------------|-------------------------|
| Teachers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Librarians | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Registered Nurses (RN) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| School Counselors | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Instructional Coaches | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Special Education Related Services (e.g., LSSP, Diagnostician, OT, PT, SLP) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

District: [contact('organization')]**For each benchmark job:**

- **Do not** report jobs from different pay grades in the same benchmark (e.g., do **not** combine HVAC Mechanic I, II, and III into the HVAC Mechanic benchmark). Instead, review the brief job description and choose the level that is a closest match—this is often the middle level for larger districts or the level with the most incumbents.
- If someone has a hybrid job, such as executive assistant-superintendent/payroll specialist, please report them in the position that requires the larger portion of their time (in this example, most likely executive assistant-superintendent).

Sample benchmark:

- **Full-time Incumbents:**
 - Enter the number of full-time incumbents. **If the job does not exist or is vacant**, skip to the next job.
 - After you've entered an incumbent, additional data fields will appear to the right of it (may experience a slight pause)
- **Duty Days:** (required) The standard duty days for a full year in the position. If days vary, please report the most common schedule.
- **Hours per Week:** (required for nonexempt benchmarks) The standard weekly hours for the position. If hours vary, please report the most common schedule.
- **Pay Range Minimum and Maximum:** If the district has a set pay range for a job, report the minimum or both minimum/maximum here (jobs will indicate whether annual or hourly values are needed).
 - Types of pay ranges include minimum/midpoint/maximum structures or placement scales.
 - **Do not** report actual minimum and maximum pay of incumbents. Only report a minimum and maximum if a pay range is used, otherwise leave blank.
- **Actual/Average Incumbent Pay:** (required) The actual, current incumbent pay for a benchmark job, averaged if there are multiple incumbents. Each benchmark will indicate whether annual or hourly values are needed.

For small districts:

We understand that in small districts you may have positions that are a hybrid of two or more benchmarks from this survey. To make accurate comparisons, we need each person reported in a **single** benchmark (**not** half-time in each benchmark).

For hybrid jobs, please report them in the position that requires the larger portion of their time. If you are unsure how time is split, report it in the broader position. Examples:

- Director of curriculum & instruction / director of special education (curriculum & instruction is broader),
- Executive assistant - superintendent / payroll specialist (executive assistant is broader),
- General maintenance / groundskeeper (general maintenance is broader),
- Administrative assistant to principal / PEIMS data assistant (administrative assistant to principal is broader).

District Leadership

Select all **District Leadership** benchmarks that are currently filled in the district.*

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Superintendent | <input type="checkbox"/> Chief Academic Officer | <input type="checkbox"/> Chief Human Resources Officer | <input type="checkbox"/> General Counsel |
| <input type="checkbox"/> Deputy Superintendent | <input type="checkbox"/> Chief Technology Officer | <input type="checkbox"/> Area Superintendent | <input type="checkbox"/> None |
| <input type="checkbox"/> Chief Financial Officer | <input type="checkbox"/> Chief Facilities and Operations Officer | <input type="checkbox"/> Communications Officer | |

Superintendent

For all districts. Fewer data fields are included for Superintendent. Detailed superintendent compensation information was collected in the TASB/TASA Superintendent Survey administered from July to September.

Full-time Incumbents

Actual Incumbent Pay

Deputy Superintendent

For districts of 1,000 students or more. Scope and authority encompass several or all major districtwide divisions. Reports directly to the superintendent of schools. The administrator stands in place of the superintendent in his or her absence. May supervise assistant superintendents, executive directors, or principals. May be called chief of staff or other title. (Report only one person in this position.)

Full-time
IncumbentsDuty
Days *Hours
per WeekPay Range
Minimum (Annual)Pay Range
Maximum (Annual)Actual/Average
Incumbent Salary *

We routinely verify if there is more than one Deputy Superintendent.

- If you reported chief officer or assistant superintendent positions here, please review the benchmark jobs and descriptions below by area of responsibility.
- If you find a match, move the incumbent under that benchmark instead.
- If there's no better match, check here to confirm you have more than one person in this position.

☐ Yes, we have more than one person in this position.

Chief Financial Officer

For districts of 1,000 students or more. Acts as the district's top financial executive. Responsible for the district's overall financial planning and strategy. Scope of authority includes the general oversight of all financial and business affairs of the district. May also have oversight responsibilities for other areas such as transportation or child nutrition. Serves as the chief financial and budget advisor to the superintendent and board of trustees. May be called assistant superintendent, executive director, or other title. Reports directly to the superintendent. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Chief Academic Officer

For districts of 1,000 students or more. Acts as the district's top instruction and curriculum executive. Evaluates and provides leadership for the overall instructional program of the district. Supervises other administrators responsible for portions of the district's instructional program. May supervise campus principals. May be called assistant superintendent, executive director, or other title. Reports directly to the superintendent. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Chief Technology Officer

For districts of 1,000 students or more. Acts as the district's top information technology administrator. Responsible for strategic planning of technology systems districtwide. Provides expertise and direction in the development, deployment, and use of information technology in the district. May be called executive director, director, assistant superintendent, or other title. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Chief Facilities and Operations Officer

For districts of 1,000 students or more. Acts as the district's top facilities and operations executive. Responsible for strategic planning, budget, and facility maintenance and development program. Scope of authority includes the oversight of all plant maintenance, operations, and construction. May also have oversight responsibilities for other areas such as transportation, police department, or food service. Reports to the superintendent. May be called assistant superintendent, executive director, or other title. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Chief Human Resources Officer

For districts of 1,000 students or more. Acts as the district's top human resources executive. Responsible for planning, strategy, implementation, and administration of all human resource activities in the district. May have responsibility for another minor administrative area. May be called assistant superintendent, executive director, or other title. Typically reports to the superintendent or deputy superintendent. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Area Superintendent

For districts of 7,000 students or more. Provides leadership, development, coaching, and supervision for campus principals. Responsible for district schools at the elementary, middle, or high school level. May be called assistant or associate superintendent, executive principal, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Communications Officer

For districts of 1,000 students or more. Manages and directs the dissemination of public information regarding the district. Coordinates the exchange of information with media outlets and the general public. Develops public relations programs and materials to promote a favorable image of the district and its activities. May be called director or executive director.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

General Counsel

For districts of 7,000 students or more. Acts as the district's top legal officer. Advises the superintendent, staff, and board on legal matters, including personnel and student issues. A full-time employee of the school district and reports directly to the superintendent or board of trustees. (Report only one person in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Some benchmarks above have more than one incumbent, which is less common for these benchmarks. Please review to ensure that these are all chief-level positions and match the benchmark descriptions. *

Directors will be surveyed on subsequent pages.

☐ Yes, they are all chief officer level

District Leadership Comments

(e.g., notes about level of job or job title matched to a benchmark)

Business/Finance

Select all **Business/Finance** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Director of Finance/Business Manager | <input type="checkbox"/> Director of Payroll | <input type="checkbox"/> Accounts Payable Specialist | <input type="checkbox"/> Payroll Supervisor |
| <input type="checkbox"/> Director of Risk Management | <input type="checkbox"/> Director of Internal Audit | <input type="checkbox"/> Accounting Specialist | <input type="checkbox"/> Purchasing Specialist |
| <input type="checkbox"/> Director of Purchasing | <input type="checkbox"/> Accountant (Degreed) | <input type="checkbox"/> Payroll Specialist | <input type="checkbox"/> None |

Director of Finance/Business Manager

For all districts. Directs and manages the district's business functions which may include accounting, payroll, accounts payable, purchasing, and/or tax collection. Manages staff engaged in these activities. May be called controller or other title. If position reports directly to the superintendent, report under chief financial officer.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Risk Management

For districts of 7,000 students or more. Plans, directs, and coordinates safety and insurance programs of the district to control risks and losses. Analyzes and classifies risks and measures the financial effect of risks on the district. Requires a bachelor's degree in business or related field. May be called risk manager.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Purchasing

For districts of 1,000 students or more. Directs all purchasing activities in the district including bid/RFP processes. Oversees subordinate staff engaged in purchasing transactions. Reports to director of finance or chief financial officer. Requires a bachelor's degree in business, accounting, or related field.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Payroll

For districts of 7,000 students or more. Directs all payroll activities in the district. Oversees subordinate staff engaged in daily payroll activities. Ensures that payroll is delivered in compliance with applicable state and federal laws and regulations. Reports to director of finance or chief financial officer. Requires a bachelor's degree in business, accounting, or related field.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Internal Audit

For districts of 7,000 students or more. Oversees the district's system of internal controls to ensure compliance with accounting standards, laws, regulations, and policies. Supervises staff that conduct audits of district standards and procedures and reports on findings following generally accepted auditing principles. Requires a bachelor's degree in accounting or business. Reports directly to the board of trustees or superintendent.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Accountant (Degreed)

For districts of 1,000 students or more. Performs professional accounting work involving compilation, consolidation, analysis, and reporting of financial data. Computes and prepares data for journal entry. May perform cost accounting activities, bank reconciliation, or accounting for grant expenditures. Requires a bachelor's degree in accounting.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Accounts Payable Specialist

For all districts. Pays vendor invoices and records transactions in a general ledger. Maintains accounts payable records and vendor invoices. Uses standard accounting procedures and forms.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Accounting Specialist

For districts of 1,000 students or more. Maintains records of financial transactions for the district. Verifies and enters details of transactions, summarizes details in separate ledgers, balances bank statements, and compiles reports showing revenues and expenditures. Reports to the business manager or accountant.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Payroll Specialist

For all districts. Compiles and prepares regular district payroll under supervision. Calculates employee wages, salaries, hours worked, and overtime pay. Determines withholdings, deductions, and net pay. Prepares paychecks, maintains employee payroll history, and provides reports to outside agencies.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Payroll Supervisor

For districts of 1,000 students or more. Supervises staff engaged in payroll and manages daily payroll activities for the district. Manages at least two employees engaged in payroll processing. May also perform routine payroll activities to ensure payroll deadlines are met. May be called coordinator, manager, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Purchasing Specialist

For districts of 1,000 students or more. Purchases supplies and equipment for the district. Prepares and maintains purchase orders and verifies funds and authorizations before purchasing.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Business/Finance Comments

(e.g., notes about level of job or job title matched to a benchmark)

Human Resources

Select all **Human Resources** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- ☐ Director of Human Resources
- ☐ Human Resources Specialist
- ☐ Employee Benefits Specialist
- ☐ Certification Specialist
- ☐ None

Director of Human Resources

For districts of 1,000 students or more. Directs and coordinates the activities, operations, and staff of a human resources function such as employee relations, staffing, compensation, position control, or records management.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Human Resources Specialist

For districts of 1,000 students or more. Provides support for daily human resources operations. Duties may include processing new hire paperwork, maintaining employee records, data entry of employee status changes, assisting in the hiring process, posting job vacancies, and explaining HR policies and practices to employees.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Employee Benefits Specialist

For districts of 1,000 students or more. Coordinates the employee benefits program for the district. Duties may include administering benefits, maintaining benefits-related records, handling employee benefit inquiries, and preparing insurance statements.

Please do not report this benchmark if it is staffed as an administrator rather than a clerical or professional position.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Certification Specialist

For districts of 1,000 students or more. Responsible for maintaining compliance with state and federal rules regarding educator certification and assignments for school staffing. Maintains records of certification status. Verifies credentials of new employees before hiring.

Please do not report this benchmark if it is staffed as an administrator rather than a clerical or professional position.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Human Resources Comments

(e.g., notes about level of job or job title matched to a benchmark)

Select all **Curriculum/Instruction** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|---|---|
| <input type="checkbox"/> Director of Curriculum/Instruction | <input type="checkbox"/> Director of Guidance & Counseling |
| <input type="checkbox"/> Director of Special Education | <input type="checkbox"/> Director of Professional Development |
| <input type="checkbox"/> Director of Instructional Technology | <input type="checkbox"/> Director of Student Services |
| <input type="checkbox"/> Director of Career & Technical Education | <input type="checkbox"/> Federal Programs Administrator |
| <input type="checkbox"/> Director of Fine Arts | <input type="checkbox"/> District Instructional Coordinator |
| <input type="checkbox"/> Director of Bilingual Education | <input type="checkbox"/> Instructional Technology Specialist |
| <input type="checkbox"/> Director of Library & Media Services | <input type="checkbox"/> District Testing Coordinator |
| <input type="checkbox"/> Director of Research, Evaluation, & Accountability | <input type="checkbox"/> None |
| <input type="checkbox"/> Director of Nursing & Health Services | |

Director of Curriculum/Instruction

For all districts. Directs the development and implementation of districtwide academic instruction, such as elementary, secondary, or bilingual curriculum. Reports to the chief academic officer or superintendent.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Special Education

For all districts. Directs and administers the district's special education program to ensure the delivery of needed services for special needs students. Coordinates delivery of special education program components to identified students. Oversees staff engaged in the coordination and delivery of special education services.

May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Instructional Technology

For districts of 1,000 students or more. Directs the development and implementation of short- and long-range plans for the integration of technology into the instructional program. Works with curriculum/instruction and information technology to ensure district investments in technology systems and software support the goals of the district's instructional program. Ensures classroom teachers are prepared to integrate technology-based instructional tools into their classroom. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Career & Technical Education

For districts of 1,000 students or more. Directs and coordinates all career and technical programs in the district. Develops and improves career and technology instructional programs. Works to develop community partnerships to provide program enhancements and training opportunities for career and technology students.

May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Fine Arts

For districts of 1,000 students or more. Directs and administers the district fine arts program which includes all music programs, theater, visual arts, and dance. Manages the fine arts program budget and oversees staff engaged in the delivery of fine arts programs to students. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Bilingual Education

For districts of 1,000 students or more. Directs, administers, and evaluates the district's bilingual education program which may include English as a Second Language (ESL) for students with limited English proficiency. Develops, supports, and improves curriculum standards and monitors state and federal guidelines and regulations affecting the program for the district. Supervises bilingual program staff which may include instructional coordinators.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Library & Media Services

For districts of 1,000 students or more. Oversees the administration of school library media centers. Coordinates all library and related media/software purchasing. Works with curriculum/instruction to ensure campus libraries have the facilities, resources, and materials needed to support campus instruction. May be called coordinator, executive director, or other title.

If you are a district with a single districtwide librarian, use the librarian benchmark in professional support.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Research, Evaluation, & Accountability

For districts of 1,000 students or more. Plans and oversees research, evaluation, and testing services for the district. Implements districtwide student assessments and analyzes and interprets results to identify student performance trends.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Nursing & Health Services

For districts of 1,000 students or more. Supervises district nurses and health clinics. Coordinates medical supply and equipment purchasing. Coordinates district health and wellness programs for students and staff. May be called coordinator, executive director, or other title.

If you are a district with a single districtwide registered nurse (RN), use the registered nurse benchmark in professional support.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Guidance & Counseling

For districts of 1,000 students or more. Directs the planning, implementation, and evaluation of the districtwide counseling and developmental guidance program. Collaborates with parents, teachers, and administrators to address the academic, career, and personal development of students. Coordinates crisis intervention support services to schools and families. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Professional Development

For districts of 7,000 students or more. Directs, plans, and evaluates the professional development program. Supervises all training and professional development opportunities available to staff, ensures staff development activities support district goals, and oversees tracking of professional development accrued by staff. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Director of Student Services

For districts of 7,000 students or more. Directs the operations of the student services department. Works with school personnel, students, and parents to resolve attendance, transfer, discipline, residency, and other concerns. Analyzes student discipline data and develops campus discipline improvement plans. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Federal Programs Administrator

For districts of 1,000 students or more. Guides and coordinates federally funded program activities and ensures implementation of programs districtwide. Ensures district meets rules and regulations governing federal program requirements. Monitors use and expenditure of federal funding.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

District Instructional Coordinator

For districts of 1,000 students or more. Provides districtwide curriculum leadership and supports classroom teaching in a subject area (math, science, social studies, etc.) or a sub-program of a major instructional area (language arts, primary grades, special education, etc.). Has no classroom teaching responsibility.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Instructional Technology Specialist

For districts of 1,000 students or more. Provides professional development, support, and teacher training focused on the integration of technology and curriculum. Assists teachers with implementing technology into lesson plans and instructional strategies through training, demonstration, and resources. Assists campuses with the development, implementation, and evaluation of campus technology plans. Serves as liaison for instructional technology initiatives between assigned campuses and central administration. Not a supervisory position. Requires three to five years of classroom teaching experience.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

District Testing Coordinator

For districts of 1,000 students or more. Coordinates the federal and state student assessment programs for the district. Ensures security and integrity of data as related to accountability systems. Provides staff development and support to ensure testing procedures are followed. Assists with the interpretation and distribution of assessment results.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Curriculum & Instruction Comments

(e.g., notes about level of job or job title matched to a benchmark)

Central Office Clerical

Select all **Central Office Clerical** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|---|--|
| <input type="checkbox"/> Executive Assistant - Superintendent | <input type="checkbox"/> Communications Specialist |
| <input type="checkbox"/> Administrative Assistant - Executive/Chief | <input type="checkbox"/> Receptionist - Central Office |
| <input type="checkbox"/> Administrative Assistant - Director | <input type="checkbox"/> None |

Executive Assistant - Superintendent

For all districts. Provides primary administrative support to the superintendent. Maintains the superintendent and board calendars. Prepares information and materials for the public including posting meeting announcements and preparing board packets. Resolves routine issues and directs calls and other correspondence for the superintendent. May lead other administrative support personnel in the central office. (Report only one person in this position, even if more than one individual works in the superintendent's office.)

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Typically there is only one Executive Assistant - Superintendent. Please check here to confirm there is more than one, or edit the full-time incumbent number above.

If the multiple incumbents are different levels (e.g., executive assistant -superintendent and office assistant - superintendent, please report only the higher-level position.

☐ Yes, we have more than one person in this position.

Administrative Assistant - Executive/Chief

For districts of 1,000 students or more. Provides administrative support to a cabinet-level administrator such as executive director, assistant superintendent, or chief officer. Gathers data, compiles various reports, maintains the executive's calendar, and makes travel arrangements. Coordinates events and projects impacting multiple departments. Communicates with executive staff, community members, and district employees. Typically requires five years of progressive administrative support experience and proficiency with standard office software.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Administrative Assistant - Director

For districts of 1,000 students or more. Provides administrative support to a department or director. Gathers data, compiles reports, manages the department/director's calendar, arranges travel, communicates with district staff, and reports payroll and timesheet information. May monitor department budget, order supplies, or answer department phones. Typically requires three years of administrative experience and proficiency with standard office software.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Communication Specialist

For all districts. Manages and implements the district's communication plan to enhance relationships between the school district and local community. Coordinates the exchange of information with the public and creates positive public relations materials to promote district activities and events.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Receptionist - Central Office

For districts of 1,000 students or more. Greets, receives, and directs visitors and routes inquiries to the appropriate information source. Duties may include distributing commonly used forms, responding to frequently asked questions, or operating a switchboard. May also do general office word processing.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Central Office Clerical Comments

(e.g., notes about level of job or job title matched to a benchmark)

Campus Administration

Select all **Campus Administration** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|--|--|
| <input type="checkbox"/> Principal - High School | <input type="checkbox"/> Assistant Principal - High School |
| <input type="checkbox"/> Principal - Middle School | <input type="checkbox"/> Assistant Principal - Middle School |
| <input type="checkbox"/> Principal - Elementary School | <input type="checkbox"/> Assistant Principal - Elementary School |
| <input type="checkbox"/> Principal - DAEP/JAEP | <input type="checkbox"/> None |

Principal - High School

For all districts. Serves as chief campus administrator of a high school campus. A principal who is responsible for both a middle school and high school should be reported at the high school level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Principal - Middle School

For all districts. Serves as chief campus administrator of a middle school campus.

Middle schools may include grades 6 through 8. Campuses serving a combination of grades 4, 5, and 6 should be reported at the elementary school level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Principal - Elementary School

For all districts. Serves as chief campus administrator of an elementary or intermediate school campus.

Campuses serving a combination of grades 4, 5, and 6 should be reported at the elementary school level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Principal - DAEP/JJAE

For districts of 1,000 students or more. Serves as chief campus administrator in a disciplinary alternative education program setting at the secondary level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Assistant Principal - High School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents.
Do not report department heads or subject-area supervisors/specialists in this position.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Assistant Principal - Middle School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents.
Do not report department heads or subject-area supervisors/specialists in this position.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Assistant Principal - Elementary School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents.
Do not report department heads or subject-area supervisors/specialists in this position.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Campus Administration Comments

(e.g., notes about level of job or job title matched to a benchmark)

Campus Office Clerical

Select all **Campus Office Clerical** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|--|---|
| <input type="checkbox"/> Administrative Assistant to Principal - High School | <input type="checkbox"/> Attendance/PEIMS Data Assistant - Campus |
| <input type="checkbox"/> Administrative Assistant to Principal - Middle School | <input type="checkbox"/> Bookkeeper - High School |
| <input type="checkbox"/> Administrative Assistant to Principal - Elementary School | <input type="checkbox"/> Registrar - High School |
| <input type="checkbox"/> Attendance/PEIMS Data Assistant - High School | <input type="checkbox"/> Registrar - Middle School |
| <input type="checkbox"/> Attendance/PEIMS Data Assistant - Middle School | <input type="checkbox"/> Administrative Assistant - Campus |
| <input type="checkbox"/> Attendance/PEIMS Data Assistant - Elementary School | <input type="checkbox"/> None |

Administrative Assistant to Principal - High School

For all districts. Provides primary administrative and clerical support to a high school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Administrative Assistant to Principal - Middle School

For districts of 1,000 students or more. Provides primary administrative and clerical support to a middle school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Administrative Assistant to Principal - Elementary School

For all districts. Provides primary administrative and clerical support to an elementary school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Attendance/PEIMS Data Assistant - High School

For districts of 1,000 students or more. Compiles, enters, and verifies student and campus data for the Public Education Information Management System (PEIMS). Submits data reports to central office PEIMS coordinator. Researches and resolves data issues at the campus level. May also maintain student attendance records at the campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Attendance/PEIMS Data Assistant - Middle School

For districts of 1,000 students or more. Compiles, enters, and verifies middle school student and campus data for the Public Education Information Management System (PEIMS). Submits data reports to central office PEIMS coordinator. Researches and resolves data issues at the campus level. May also maintain student attendance records at the campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Attendance/PEIMS Data Assistant - Elementary School

For districts of 1,000 students or more. Compiles, enters, and verifies elementary school student and campus data for the Public Education Information Management System (PEIMS). Submits data reports to central office PEIMS coordinator. Researches and resolves data issues at the campus level. May also maintain student attendance records at the campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Attendance/PEIMS Data Assistant - Campus

For districts under 1,000 students. Compiles, enters, and verifies student and campus data for the Public Education Information Management System (PEIMS). Submits data reports to central office PEIMS coordinator. Researches and resolves data issues at the campus level. May also maintain student attendance records at the campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Bookkeeper - High School

For districts of 1,000 students or more. Maintains records of financial transactions for high school campus activity funds and other budget accounts. Verifies and enters details of transactions, balances books, makes deposits, may issue checks drawn on campus accounts, and compiles reports to show receipts and expenditures. Provides accounting reports and campus financial information to campus administrators and the district's business office.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Registrar - High School

For districts of 1,000 students or more. Stores, updates, and produces student academic records for a high school. Uses computerized and physical filing systems to safeguard and process student academic information. Also reviews transcripts from other districts and processes paperwork required for student graduation. Does not require a bachelor's degree or teaching certification. Please do not report this benchmark if it is staffed as an administrator or professional position.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Registrar - Middle School

For districts of 1,000 students or more. Stores, updates, and produces student academic records for a middle school. Uses computerized and physical filing systems to safeguard and process student academic information. Also reviews transcripts from other districts and processes paperwork required for student graduation. Does not require a bachelor's degree or teaching certification. Please do not report this benchmark if it is staffed as an administrator or professional position.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Administrative Assistant - Campus

For districts of 1,000 students or more. (Do not report the secretary to the campus principal in this position.) Facilitates the efficient operation of a school's administrative office and provides clerical support to the administrative and professional staff including assistant principals, counselors, and diagnosticians.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Campus Office Clerical Comments

(e.g., notes about level of job or job title matched to a benchmark)

Athletics and Specialty Teaching Assignments

Select all **Athletics and Specialty Teaching Assignments** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|--|--|
| <input type="checkbox"/> Districtwide Director of Athletics (Non-Head Football Coach) | <input type="checkbox"/> Athletic Trainer |
| <input type="checkbox"/> Districtwide Director of Athletics/Head Football Coach Head | <input type="checkbox"/> High School Band Director |
| <input type="checkbox"/> Football Coach | <input type="checkbox"/> Agriculture Science Teacher |
| <input type="checkbox"/> Assistant Director - Athletics | <input type="checkbox"/> ROTC Instructor |
| | <input type="checkbox"/> None |

If any of these positions are based on the teacher schedule, please prorate the teacher schedule for days worked to calculate a pay range minimum and maximum, then add any stipends paid.

[Click here to access the survey assistance file which can help with calculations.](#)

Director of Athletics (Non-Head Football Coach)

For all districts. Directs and manages the **entire district athletic program**. Does not coach any sports or teach classes. Is responsible for compliance with local, state, and UIL rules and regulations.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

Director of Athletics/Head Football Coach

For all districts. Directs and manages the **entire district athletic program** and serves as head high school football coach. Is responsible for compliance with local, state and UIL rules and regulations. This position typically does not teach any regular academic subjects but may lead athletic periods. (Report the total salary including any athletic stipends or extra days paid.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

Head Football Coach

For all districts. Serves as head football coach on a high school campus but is not the district athletic director. Determines practice schedules, games, and other events for the campus football program. Oversees coordinators and assistant coaches. May teach some academic or athletic periods. (Report the total salary including any football-related stipends or extra days paid.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
Yes - they are already included

Assistant Director - Athletics

For districts of 1,000 students or more. Assists the athletic director with the management of athletic programs in the district. May be responsible for a category of programs such as girls or boys athletics, middle school athletics, or facilities. Does not teach classes. This is an administrative position.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

Athletic Trainer

For districts of 1,000 students or more. Provides injury prevention, therapy, and rehabilitation for student athletes. Attends athletic events to prepare students with specialized equipment, tape, wrap, or ice. Works with student athletes and coaches to develop and implement physical conditioning programs. Serves as a full-time athletic trainer and may not teach academic subjects. Maintains a valid license from the Texas Advisory Board of Athletic Trainers. (Report total salary plus any stipends or extra days paid for athletic trainer duties.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

High School Band Director

For districts of 1,000 students or more. Directs the instrumental music and band program at a high school campus. Provides students with an opportunity to participate in extracurricular band activities which may include marching band, concert band, soloists, ensembles, and other instrumental music groups. Coordinates rehearsals, music selection, instruments, and performance opportunities. (Report the total salary including any band stipends or extra days paid.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

Agriculture Science Teacher

For districts of 1,000 students or more. Provides students with appropriate learning activities and experiences in the agricultural science and technology program for assigned campus. Typically oversees Supervised Agricultural Experience Program (SAEP) and acts as an advisor to local Future Farmers of America (FFA) chapter. May manage associated facilities and equipment including school farm, greenhouses, or other school project centers. (Report the total salary including any stipends or extra days paid.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

ROTC Instructor

For districts of 1,000 students or more. Oversees Junior ROTC activities such as military ceremonies, honor guard, rifle team, and other JROTC community service and leadership activities. Serves as liaison between the military and students. (Report the total salary including any stipends or extra days paid.)

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Validation items *

Is the pay or pay range for this job based on the teacher hiring schedule?

- ☐ No ☐ Yes

Please confirm that all extra days and job-related stipends are **included** in the days, minimum, maximum, and average entered above. *

- ☐ N/A - district doesn't pay extra days or job stipends to this position
☐ Yes - they are already included

Athletics and Specialty Teaching Assignment Comments

(e.g., notes about level of job or job title matched to a benchmark)

Professional Support

Select all **Professional Support** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | |
|---|--|--|
| <input type="checkbox"/> School Counselor - High School | <input type="checkbox"/> Diagnostician | <input type="checkbox"/> Physical Therapist (Licensed) |
| <input type="checkbox"/> School Counselor - Middle School | <input type="checkbox"/> Licensed Specialist in School Psychology / School | <input type="checkbox"/> Social Worker |
| <input type="checkbox"/> School Counselor - Elementary School | <input type="checkbox"/> Psychologist Speech-Language Pathologist | <input type="checkbox"/> Behavior Specialist |
| <input type="checkbox"/> Librarian | <input type="checkbox"/> Speech-Language Pathology Assistant | <input type="checkbox"/> Campus Instructional Coach |
| <input type="checkbox"/> Nurse (RN) | <input type="checkbox"/> Occupational Therapist (Licensed) | <input type="checkbox"/> None |

School Counselor - High School

For all districts. Works as a certified school counselor on a high school campus. Administers a comprehensive guidance counseling program addressing students' academic, career, personal, and social needs and abilities. Requires a master's degree and valid Texas counseling certificate.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

School Counselor - Middle School

For districts of 1,000 students or more. Works as a certified school counselor on a middle school campus. Administers a comprehensive guidance counseling program addressing students' academic, career, personal, and social needs and abilities. Requires a master's degree and valid Texas counseling certificate.

Middle schools may include grades 6 through 8. Campuses serving a combination of grades 4, 5, and 6 should be reported at the elementary school level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

School Counselor - Elementary School

For all districts. Works as a certified school counselor on an elementary or intermediate campus. Administers a comprehensive guidance counseling program addressing students' academic, career, personal, and social needs and abilities. Requires a master's degree and valid Texas counseling certificate.

Campuses serving a combination of grades 4, 5, and 6 should be reported at the elementary school level.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Librarian

For all districts. Works as a librarian on a district campus or campuses. Maintains a valid school librarian certificate granted by the State Board for Educator Certification. May supervise library aides or media assistants at the assigned campus(es). Requires a master's degree.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Nurse (RN)

For all districts. Works as a registered nurse on a district campus or campuses. May supervise licensed vocational nurses or nurse aides. Maintains a valid registered nurse license from the Texas Board of Nursing or other recognized licensing body.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Diagnostician

For districts of 1,000 students or more. Works as a certified diagnostician. Assesses the educational and program needs of students referred to special education services. Works with instructional staff to develop, provide, and monitor appropriate programs for special education students.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Licensed Specialist in School Psychology / School Psychologist

For districts of 1,000 students or more. Staff members who are a licensed specialist in school psychology and providing psychological and assessment services to students. License is granted by the Texas State Board of Examiners of Psychologists. **(Do not report LSSP Interns.)**

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Speech-Language Pathologist

For districts of 1,000 students or more. Plans and provides direct therapy to students with speech, voice, or language disorders. Assesses students and provides therapeutic intervention to eliminate or reduce speech/language problems or impairments. May oversee speech-language pathology assistants. Licensed by the State Board of Examiners for Speech–Language Pathology and Audiology (SBESLPA).

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Speech-Language Pathology Assistant

For districts of 1,000 students or more. Under the direction of a licensed speech-language pathologist, assists in planning and providing therapy to students with speech, voice, or language disorders. Participates in determining student progress and collaborates with speech-language pathologists and classroom teachers to plan and implement classroom-based activities to improve oral and written language skills of students. Licensed as a speech-language pathologist assistant by the State Board of Examiners for Speech–Language Pathology and Audiology (SBESLPA).

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Occupational Therapist (Licensed)

For districts of 1,000 students or more. Provides occupational therapy services to students with disabilities. Assesses students and provides direct and indirect therapeutic intervention to maximize physical or mental functioning. Requires a valid occupational therapist license granted by the Texas Board of Occupational Therapy Examiners.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Physical Therapist (Licensed)

For districts of 1,000 students or more. Licensed therapist who plans and provides direct therapy to students with physical disabilities. Assesses students and provides therapeutic intervention to eliminate or reduce gross motor skill problems or impairments.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Social Worker

For districts of 1,000 students or more. Provides casework services to help students resolve personal, emotional, and social problems that interfere with their adjustment to school. Requires a valid license from the Texas State Board of Social Worker Examiners.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Behavior Specialist

For districts of 1,000 students or more. Provides support and training for teachers, staff, and parents to develop and implement behavior intervention techniques for students with behavioral challenges. Works with special education staff to develop and implement an Individual Education Program (IEP). May require Board Certified Behavior Analyst (BCBA) or other certification.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Campus Instructional Coach

For districts of 1,000 students or more. Supports classroom teachers through development of curricular or behavioral support materials, instructional coaching, and collaboration to optimize student performance. Assists with providing professional development for teachers and other district staff. Works directly with teachers and rarely provides direct instruction to students, except as needed to model instructional methods.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Professional Support Comments

(e.g., notes about level of job or job title matched to a benchmark)

Paraprofessional Support

Select all **Paraprofessional Support** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | |
|---|--|---|
| <input type="checkbox"/> Classroom Teacher Aide | <input type="checkbox"/> Special Education Aide - High Needs | <input type="checkbox"/> Licensed Vocational Nurse (LVN) |
| <input type="checkbox"/> Computer Lab Aide | <input type="checkbox"/> Special Education Aide - General/Resource | <input type="checkbox"/> Deaf-Education Interpreter (Basic Certification) |
| <input type="checkbox"/> Library Aide | <input type="checkbox"/> Clinic Aide | <input type="checkbox"/> Parent Liaison (Paraprofessional) |
| | | <input type="checkbox"/> None |

Classroom Teacher Aide

For all districts. Provides instructional assistance to students under the direct supervision of a certified teacher. Assists the teacher in the preparation and management of classroom activities.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Computer Lab Aide

For all districts. Schedules and coordinates the use of school computer lab(s). Assists users in an instructional setting by providing user support to students during computer-based instruction.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Library Aide

For all districts. Assists the campus librarian with the operation of a campus library. Maintains and records the availability and use of library materials. Performs routine clerical tasks as directed.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Special Education Aide - High Needs

For districts of 1,000 students or more. Assists with the physical and instructional needs of students in a high needs setting including physical needs, personal care, life skills, behavior management, and instructional programs. Intervenes in crisis situations using a variety of behavior modification techniques up to and including physical restraint. Works under immediate direction of a certified teacher.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Special Education Aide - General/Resource

For all districts. Assists with the physical and instructional needs of individual students with disabilities inside the classroom. Conducts instructional exercises and provides support to students in various areas assigned by the teacher. Works under immediate direction of a certified teacher.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Clinic Aide

For all districts. Assists the campus RN or LVN with the operation of the campus clinic. Performs clinic tasks and provides medical assistance as directed.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Licensed Vocational Nurse (LVN)

For all districts. Holds a valid Texas license and delivers health care services. May function under the direction of or in place of a registered nurse. License is granted by the State Board of Vocational Nurse Examiners.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Deaf-Education Interpreter (Basic Certification)

For districts of 1,000 students or more. Provides interpretation and other support services for hearing-impaired students, their peers, teachers, and other personnel. Requires Basic level certification (Level I).

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Parent Liaison (Paraprofessional)

For districts of 1,000 students or more. Provides assistance to parents and family members of students. Schedules and coordinates informational and educational meetings for the community. Assists parents in understanding district policies and procedures. May perform home visits as needed.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Paraprofessional Support Comments

(e.g., notes about level of job or job title matched to a benchmark)

Maintenance

Select all **Maintenance** benchmarks that are currently filled in the district.

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | |
|--|---|---|
| <input type="checkbox"/> Director of Maintenance | <input type="checkbox"/> Groundskeeper | <input type="checkbox"/> Plumber (Journeyman License) |
| <input type="checkbox"/> Energy Manager | <input type="checkbox"/> Painter | <input type="checkbox"/> General Maintenance Worker |
| <input type="checkbox"/> Construction Project Specialist | <input type="checkbox"/> Carpenter | <input type="checkbox"/> Warehouse Supervisor |
| <input type="checkbox"/> Maintenance Supervisor (supervises maintenance foremen) | <input type="checkbox"/> Electrician (Journeyman License) | <input type="checkbox"/> Warehouse Assistant |
| <input type="checkbox"/> Maintenance Foreman | <input type="checkbox"/> HVAC Mechanic (Licensed) | <input type="checkbox"/> Pest Control Specialist |
| | | <input type="checkbox"/> None |

Director of Maintenance

For all districts. Oversees the district's maintenance operations including custodial services, preventive maintenance, and/or facility repair. Ensures the efficient operation of the district's physical plant. Supervises skilled trades workers and foremen. Develops or provides input into district maintenance

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Energy Manager

For districts of 1,000 students or more. Monitors and analyzes energy use across the district. Develops plan to reduce energy and utility consumption. Promotes, implements, and coordinates the energy conservation program in the district. May be responsible for the district's recycling and hazardous waste programs.

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Construction Project Specialist

For districts of 7,000 students or more. Coordinates and oversees all new construction and renovation projects in the district. Serves as liaison to architects and engineers to develop, review, and finalize project plans, drawings, schematics, and specifications. Ensures compliance with all planning and zoning requirements. Conducts project development and construction progress meetings.

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Maintenance Supervisor

For districts of 7,000 students or more. Supervises maintenance foremen to maintain, repair, and service district facilities. Directs, coordinates, and monitors maintenance activities for all district facilities. Inspects buildings, materials, and equipment to determine district needs with regard to emergencies, daily needs, and long-range planning. Reports to the director of maintenance.

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Maintenance Foreman

For districts of 1,000 students or more. Supervises employees who maintain, repair, and service district facilities. May be responsible for general areas of maintenance or a specific trades area such as plumbing, HVAC, or electrical. Estimates time and material costs for repair and maintenance projects and assigns appropriate personnel.

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Groundskeeper

For all districts. Duties include lawn mowing, athletic field maintenance, and landscape maintenance using a variety of hand-operated or self-propelled equipment.

| | | | | | |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Painter

For districts of 1,000 students or more. Spends more than 50 percent of work time preparing and painting surfaces and has primary responsibility for related tasks. Applies, removes, mixes, and matches paint. Removes old finishes and prepares surfaces for painting on district grounds.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Carpenter

For districts of 1,000 students or more. Spends more than 50 percent of work time doing carpentry work and has primary responsibility for related tasks. Performs carpentry duties necessary to construct and maintain building woodwork and equipment.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Electrician (Journeyman License)

For districts of 1,000 students or more. Spends more than 50 percent of work time doing electrical work and has primary responsibility for related tasks. Installs, maintains, or repairs electrical equipment and systems. Locates, diagnoses, and repairs malfunctioning electrical systems or equipment. Maintains journey-level electrician licensure.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

HVAC Mechanic (Licensed)

For districts of 1,000 students or more. Spends more than 50 percent of work time in HVAC maintenance, installation, and repair. Troubleshoots and repairs problems with heating and cooling systems. Conducts routine maintenance checks of HVAC systems. Maintains required licenses and certifications for heating, air conditioning, and ventilation systems.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Plumber (Journeyman License)

For districts of 1,000 students or more. Spends more than 50 percent of work time doing plumbing work and has primary responsibility for related tasks. Installs, maintains, and repairs water, wastewater, and sanitary systems in district facilities. Maintains journey-level plumber license.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

General Maintenance Worker

For all districts. Unlicensed employee who performs general maintenance and repair of building structures and their mechanical, electrical, or sanitary systems. Work requires basic knowledge of several maintenance trades to perform all or some of the following tasks: repair building woodwork; replace electrical switches and fixtures; painting; repair or replace plumbing fixtures; and replace broken glass. May work under the direction of a licensed trades worker or maintenance foreman.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Warehouse Supervisor

For districts of 1,000 students or more. Coordinates receipt and distribution of materials purchased. Assists with or supervises the moving and distribution of supplies, equipment, and materials. Ensures the security of materials and equipment stored in district warehouses. Supervises warehouse assistants.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Warehouse Assistant

For districts of 1,000 students or more. Operates forklift; processes receipt and distribution of supplies, equipment, and materials; and secures inventory.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Pest Control Specialist

For districts of 1,000 students or more. Implements the district integrated pest control management program. Applies pesticides and herbicides at district buildings and facilities according to the district pest management policy. Requires valid license granted by the Texas Department of Agriculture (TDA).

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Maintenance Comments

(e.g., notes about level of job or job title matched to a benchmark)

Custodial

Select all **Custodial** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|---|---|
| <input type="checkbox"/> Custodial Supervisor | <input type="checkbox"/> Middle School Lead Custodian |
| <input type="checkbox"/> Custodian | <input type="checkbox"/> Elementary School Lead Custodian |
| <input type="checkbox"/> High School Lead Custodian | <input type="checkbox"/> None |

Custodial Supervisor

For districts of 1,000 students or more. Directly supervises district custodial staff, including lead custodians. Inspects buildings for cleanliness, quality, and safety. Responsible for custodial training, setting staff work assignments, and maintaining supply inventory. May have hiring and disciplinary responsibilities. Reports to a director of maintenance or other administrator.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Custodian

For all districts. Cleans a school or district building. Does not supervise other custodians.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

High School Lead Custodian

For all districts. Supervises custodians at a high school campus. Ensures facilities are cleaned to appropriate standards, necessary tools and supplies are available, and safe environment is maintained for students and staff. Oversees preparation of facilities for campus events. May perform routine custodial duties.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Middle School Lead Custodian

For districts of 1,000 students or more. Supervises custodians at a middle school campus. Ensures facilities are cleaned to appropriate standards, necessary tools and supplies are available, and safe environment is maintained for students and staff. Oversees preparation of facilities for campus events. May perform routine custodial duties.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Elementary School Lead Custodian

For districts of 1,000 students or more. Supervises custodians at an elementary school campus. Ensures facilities are cleaned to appropriate standards, necessary tools and supplies are available, and safe environment is maintained for students and staff. Oversees preparation of facilities for campus events. May perform routine custodial duties.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Custodial Comments

(e.g., notes about level of job or job title matched to a benchmark)

Bus Hourly or Route Rates

Does the district pay by the hour or by the route for buses? *

| | Hourly Pay | Route Pay | N/A |
|-------------|-----------------------|-----------------------|-----------------------|
| Bus Drivers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

| | Hourly Pay | Route Pay | N/A |
|--------------|-----------------------|-----------------------|-----------------------|
| Bus Monitors | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Bus Driver: Route Rate

- This benchmark includes part-time employees.
- We use round-trip to refer to a single round trip in the morning or afternoon (i.e., two round trips per day). If you use daily rates, please divide by two.

| Incumbents * | Duty Days * | Average Length of Round Trip (Hours) * | Average Round Trip Rate * |
|----------------------|----------------------|--|---------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Bus Monitor: Route Rate

- This benchmark includes part-time employees.
- We use round-trip to refer to a single round trip in the morning or afternoon (i.e., two round trips per day). If you use daily rates, please divide by two.

| Incumbents * | Duty Days * | Average Length of Round Trip (Hours) * | Average Round Trip Rate * |
|----------------------|----------------------|--|---------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Transportation

Select all **Transportation** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|---|--|
| <input type="checkbox"/> Director of Transportation | <input type="checkbox"/> Mechanic Transportation |
| <input type="checkbox"/> Transportation | <input type="checkbox"/> Dispatcher Bus Driver |
| <input type="checkbox"/> Supervisor Vehicle | <input type="checkbox"/> Bus Monitor |
| | <input type="checkbox"/> None |

Director of Transportation

For all districts. Manages and coordinates the operational activities of the district's student transportation service.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Transportation Supervisor

For districts of 1,000 students or more. Oversees and coordinates the management of daily transportation operations, including field supervision of bus drivers, bus monitors, and other transportation staff. Administers the development and assignment of all bus routes, including special education, local bus routes, and extracurricular trips.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Vehicle Mechanic

For all districts. Repairs and maintains district vehicles including school buses, maintenance trucks, and other vehicles. Diagnoses mechanical problems and performs repairs that may include disassembly or rebuilding engines. Reports to a foreman, supervisor, or transportation director. May work on other district motorized equipment.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Transportation Dispatcher

For districts of 1,000 students or more. Maintains communication with bus drivers regarding student issues, traffic hazards, route changes, and mechanical problems using radio, telephone, or other communication devices. May assign drivers, substitutes, or equipment to routes. Reports to the director of transportation or transportation supervisor.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Bus Driver

For all districts. Drives a school bus transporting students every day. Requires a commercial driver's license with a student endorsement (CDL-S). Report district employees only.

| Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Bus Monitor

For districts of 1,000 students or more. Rides a bus and helps bus drivers ensure safe and orderly transportation of students. Duties may include assisting with the transportation of special needs students.

| Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Transportation Comments

(e.g., notes about level of job or job title matched to a benchmark)

Child Nutrition

Select all **Child Nutrition** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|--|--|
| <input type="checkbox"/> Director of Child Nutrition | <input type="checkbox"/> Middle School Child Nutrition Manager |
| <input type="checkbox"/> District Child Nutrition Supervisor | <input type="checkbox"/> Elementary School Child Nutrition Manager |
| <input type="checkbox"/> High School Child Nutrition Manager | <input type="checkbox"/> Child Nutrition Worker |
| | <input type="checkbox"/> None |

Director of Child Nutrition

For districts of 1,000 students or more. Manages and coordinates the entire child nutrition operation of the district. Plans and implements programs that meet regulatory and nutritional requirements for students. Supervises campus-level food service managers and supervisors. May be called director of food service.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

District Child Nutrition Supervisor

For all districts. Oversees and coordinates the management of daily child nutrition operations over multiple district campuses, including the daily supervision of campus cafeteria managers. Ensures and monitors the implementation of district nutritional programs, verifies accuracy of inventory, purchasing, and accounting records. (For small districts, report the top child nutrition position, whether titled director, manager, or supervisor.)

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

High School Child Nutrition Manager

For all districts. Operates a high school campus cafeteria. Supervises staff engaged in preparing and serving food. Ensures nutrition, health, and safety guidelines are enforced. May maintain inventory records and place orders for food and supplies. Ensures cash and other forms of payment are collected and recorded. May oversee a satellite snack bar operating on the same campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Middle School Child Nutrition Manager

For all districts. Operates a middle school campus cafeteria. Supervises staff engaged in preparing and serving food. Ensures nutrition, health, and safety guidelines are enforced. May maintain inventory records and place orders for food and supplies. Ensures cash and other forms of payment are collected and recorded. May oversee a satellite snack bar operating on the same campus.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Elementary School Child Nutrition Manager

For all districts. Operates an elementary campus cafeteria. Supervises staff engaged in preparing and serving food. Ensures nutrition, health, and safety guidelines are enforced. May maintain inventory records and place orders for food and supplies. Ensures cash and other forms of payment are collected and recorded.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Child Nutrition Worker

For all districts. Responsible for food preparation, food-line setup, and various sanitation tasks. Works under supervision. May act as a cashier.

| Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Child Nutrition Comments

(e.g., notes about level of job or job title matched to a benchmark)

Safety/Security

Select all **Safety/Security** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | |
|--|---|
| <input type="checkbox"/> Chief of Police (leads districtwide safety and security program; supervises and oversees an adequately staffed, trained, and equipped guard force of licensed police officers that are either employed full-time by the district or dispatched to the district from a local law enforcement agency; licensed by TCOLE) | <input type="checkbox"/> Police Lieutenant |
| <input type="checkbox"/> Director of Safety and Security (leads security efforts in district but TCOLE license is not required, may oversee security guards, a school marshal program, or serve as a liaison to the school resource officer program) | <input type="checkbox"/> Police Sergeant |
| | <input type="checkbox"/> Police Officer/Certified Peace Officer |
| | <input type="checkbox"/> Security Guard (Unarmed) |
| | <input type="checkbox"/> Security Guard (Armed) |
| | <input type="checkbox"/> Crossing Guard |
| | <input type="checkbox"/> None |

Director of Security and/or Chief of Police with Interlocal Officers not employed directly by the school district

Due to the difference in organization structure, we do not currently survey for this position.

Chief of Police

For districts of 1,000 students or more. Establishes and administers adequate security regulations and procedures to protect students, staff, and property. Supervises and oversees an adequately staffed, trained, and equipped force of certified police officers. Coordinates contacts with outside law enforcement agencies.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

More than one Chief of Police was reported, which is less commonly seen. Please check here to confirm there is more than one, or edit the full-time incumbent number above.

- ☐ Yes, we have more than one person in this position.

Director of Safety and Security

For districts of 1,000 students or more. Responsible for the overall management, strategic planning, development, evaluation, and implementation of the district's safety and security program. Oversee mitigation, prevention, preparedness, response, and recovery phases of emergency management.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Police Lieutenant

For districts of 7,000 students or more. Coordinates daily operations of department to provide adequate security regulations and procedures to protect students, staff, and property. Supervises and oversees district sergeants and other first line supervisors as assigned. May assist the police chief in the development and implementation of department procedures. Reports to chief of police. Requires TCOLE peace officer licensure.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Police Sergeant

For districts of 7,000 students or more. Directly supervises certified police officers. Responsible for advising, training, and disciplinary action. Under supervision conducts and coordinates investigations. Prepares reports and performs other tasks as assigned. Reports to chief of police or lieutenant. Requires TCOLE peace officer licensure.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Police Officer/Certified Peace Officer

For districts of 1,000 students or more. Enforces laws and district regulations established for the protection of people and property. To maintain order, the officer may be required to patrol district facilities or sites in a vehicle or on foot at any time of the day. Related duties, such as surveillance and investigation, may also be assigned. Requires TCOLE peace officer licensure.

Please do not report school marshal.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Security Guard (Unarmed)

For all districts. Enforces district regulations established for the protection of people and property. May be required to secure or patrol district facilities (schools, buildings, warehouse, etc.) or sites (fields, parking lots, etc.) in a vehicle or on foot at any time of day.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Security Guard (Armed)

For all districts. Enforces district regulations established for the protection of people and property. May be required to secure or patrol district facilities (schools, buildings, warehouse, etc.) or sites (fields, parking lots, etc.) in a vehicle or on foot at any time of day. Holds appropriate license to carry a firearm.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Crossing Guard

For districts of 1,000 students or more. Assists children and other community members to safely cross the street at assigned intersections during designated hours. Ensures a smooth and expedient flow of both vehicular and foot traffic. Works under minimal supervision.

| Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Safety/Security Comments

(e.g., notes about level of job or job title matched to a benchmark)

Information Technology

Select all **Information Technology** benchmarks that are currently filled in the district. *

[Click here](#) to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> IT Coordinator/Manager | <input type="checkbox"/> Systems Programmer/Analyst - Entry | <input type="checkbox"/> PEIMS Manager | <input type="checkbox"/> Telecommunication Technician |
| <input type="checkbox"/> Network Administrator | <input type="checkbox"/> Systems Programmer/Analyst - Senior | <input type="checkbox"/> District PEIMS Specialist | <input type="checkbox"/> Help Desk Technician |
| <input type="checkbox"/> Database Administrator | <input type="checkbox"/> Web Administrator | <input type="checkbox"/> Computer Technician | <input type="checkbox"/> Network Technician |
| | | | <input type="checkbox"/> None |

IT Coordinator/Manager

For all districts. Responsible for all information systems and computer services of the district. Maintains and monitors servers, firewalls, voice and data networks, and Web technologies. Orders equipment and manages the technology budget. May install hardware or software and perform help desk support and basic computer training. Utilizes vendor support or outside contractors to address complex technology issues or custom development. May require a bachelor's or associate's degree.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Network Administrator

For districts of 1,000 students or more. Installs, maintains, and monitors the operations of the information network consisting of multiple data and file servers and associated workstations with a large number of users. Manages performance of network systems to ensure availability and security of network resources. Requires an understanding of operational and applications software and network operations gained through job training and experience. May require specialized network certification.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Database Administrator

For districts of 1,000 students or more. Manages, monitors, and maintains district databases. Makes requested changes, updates, and modifications to database structure and data. Ensures database integrity, stability, security, and system availability. Maintain database backup and recovery infrastructure. May require an associate's degree, professional database certification (such as Microsoft or Oracle), and 3 or more years of experience.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Systems Programmer/Analyst - Entry

For districts of 1,000 students or more. Maintains and prepares detailed specifications of automated and manual programs and systems. Designs, specifies, codes, tests, maintains, and documents computer programs. Projects are limited in scope or guided by a senior programmer/analyst. Analyzes new systems functions. May require an associate's degree and 1–2 years of information technology experience.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Systems Programmer/Analyst - Senior

For districts of 1,000 students or more. Interfaces with users to apply systems solutions to business problems through the design and programming of automated systems. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents programs. Able to work in all phases of system analysis and programming activities. May serve in a lead role on software development or modification projects. May require a bachelor's degree and 5–7 years of experience.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Web Administrator

For districts of 1,000 students or more. Responsible for the district's Internet and/or intranet functions. Supervises development efforts including firewall, intranets, domain name services, content, design and production, site maintenance, and updating. Acts as a liaison between the site and users. Position requires specialized knowledge of Web technologies, HTML, graphic design and layout, and computer file management.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

PEIMS Manager

For districts of 1,000 students or more. Manages and directs all PEIMS data collection and input in the district. Responsible for training and supervision of district and campus personnel involved in PEIMS and attendance data services. Plans for future development and enhancements regarding student data.

| Full-time Incumbents | Duty Days * | Hours per Week | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|-----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

District PEIMS Specialist

For all districts. Specializes in the data collection and input for districtwide PEIMS. Researches and corrects data reported by PEIMS edits. Serves as resource and point of contact for campus-based PEIMS data assistants. Ensures PEIMS data is correct and submitted to TEA according to prescribed state deadlines.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Computer Technician

For all districts. Responsible for providing on-site preventive maintenance, testing, and repair of computer hardware and equipment using manuals or directions from a technical supervisor or specialist. Troubleshoots routine problems and installs and configures personal computers, printers, and other peripherals. Not a supervisory position. Typically requires 1–2 years of related experience.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Telecommunications Technician

For districts of 1,000 students or more. Performs tasks and activities related to the operation, installation, and/or maintenance of telecommunications voice and data networks. Handles routine to moderately complex network problems. May require an associate's degree in electronics or related field and 1–2 years of related experience.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Help Desk Technician

For districts of 1,000 students or more. Provides remote assistance to users in resolving problems through diagnosis and discussion of the particular problem. Will isolate, problem solve, and follow up with users to resolve information technology problems of moderate complexity, typically by phone. Refers complex problems to technical support. Not a supervisory position.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Network Technician

For districts of 1,000 students or more. Monitors, troubleshoots, and repairs the district's information network system under general supervision. Monitors network performance and assesses performance within defined parameters. May serve as technical resource for network users. May require entry-level network certification and 1–2 years of related experience.

| Full-time Incumbents | Duty Days * | Hours per Week * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|----------------------|----------------------|----------------------|----------------------------|----------------------------|--|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Information/Technology Comments

(e.g., notes about level of job or job title matched to a benchmark)

Pay Increases

Which of the following **employee pay options** did the board approve for this current school year? (select all that apply) *

(Teacher Retention Allotment [TRA] and step increases are considered an increase to base rate/salary)

| | Increase to base rate/salary | One-time payment | Neither |
|------------------------------|------------------------------|--------------------------|--------------------------|
| Teachers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Administrators/Professionals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clerical/Paraprofessionals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Auxiliary/Hourly Support | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

How was the **increase to salary** determined for each group? *

For assistance with reporting average teacher increase including TRA, please use the "TRA Inc" tab in our [survey assistance file](#) and report the average dollar increase as a flat dollar value.

| | Percentage of midpoint or of market value | Percentage of salary | Flat dollar value not from percentage |
|------------------------------|---|----------------------|---------------------------------------|
| Teachers | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Administrators/Professionals | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Clerical/Paraprofessionals | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Auxiliary/Hourly Support | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Pay Increases

Percentage Increase

Teachers * Administrators/Professionals * Clerical/Paraprofessionals * Auxiliary/Hourly Support *

Flat Dollar Increase

Teachers * Administrators/Professionals * Clerical/Paraprofessionals * Auxiliary/Hourly Support *

One-time Payment

Teachers * Administrators/Professionals * Clerical/Paraprofessionals * Auxiliary/Hourly Support *

Survey Wrap-up, Comments & Suggestions

To edit earlier sections, use the Back button.

- Teachers: [question('value'), id='Done_Tchr']
- Introduction & Leadership: [question('value'), id='Done_Leader']
- Central Office Operations: [question('value'), id='Done_CentOfficeOps']
- Curriculum & Instruction: [question('value'), id='Done_CurrInst']
- Central Office Clerical: [question('value'), id='Done_CentOfficeCler']
- Campus Administration & Clerical: [question('value'), id='Done_CampusOffice']
- Athletics & Specialty Teaching Assignments: [question('value'), id='Done_AthSpec']
- Professional & Paraprofessional Support: [question('value'), id='Done_ProfParaSupport']
- Maintenance & Custodial: [question('value'), id='Done_MaintCust']
- Transportation & Child Nutrition: [question('value'), id='Done_TranspCN']
- Information Technology & Security: [question('value'), id='Done_ITSec']

Does your district's current pay practice allow employees to be paid above pay grade maximum or schedule maximum?

Providing an answer can help reduce questions while we review survey responses.

Yes
No
Not sure
Do not have set maximums

Does the district employ any of the following?

- ☐ **Registered Behavior Technician:** Works under the supervision of Board Certified Behavior Analysts (BCBA) to provide interventions that encourage socially acceptable replacement behaviors so clients can build and improve upon their communication, social interaction, and problem-solving skills.
- ☐ **Mobile Device Technician:** Provides support for mobile devices (e.g., iPads, other tablets) to faculty, staff, and students for the district; does not provide general computer or help desk support.

Is the district on a 4-day workweek? *

Providing an answer can help reduce questions while we review survey responses.

☐ Yes ☐ No

Are there specific **teacher or job benchmarks** not currently covered that you would like us to consider including in a future survey? Please list them below.

We're interested in adding benchmarks that will be common across school districts in Texas, and we sometimes add jobs targeted to a certain size district (e.g., under 1,000 students or at least 7,000 students).